

CITY OF DETROIT WRECKING LICENSE INFORMATION

This checklist is provided to help you complete your application correctly. Only properly completed applications will be accepted for processing. All required application forms and support documentation must be secured and assembled by the applicant prior to submitting for Board approval. Application package must be submitted 14 days prior to any scheduled Board meeting, to be considered for that meeting. You will be advised of your application acceptance and the time, date and location of the scheduled oral examination. All applicants are required to appear before the board in person.

1. Check your application package to insure that you were given a complete set. It should include: a two page application, a sample employment affidavit and excerpts from Detroit's Building Code.
2. Be sure to have your application NOTARIZED.
3. The current examination fee is \$50.00. (Personal checks are accepted).
4. If operating as a partnership, you will be required to provide a certified copy of the Copartnership Certificate you registered at the County Clerks office.
5. If you will be operating as a corporation, you must provide us with a copy of your articles of corporation and your most recent annual report.
6. A Minimum of three years supervisory experience (Foreman-Superintendent-Supervisor) is mandatory to qualify for a wrecking license in Detroit. NOTE! All employers listed on your application are required to provide us with an Employment Affidavit. Please review the sample Employment Affidavit letter included in your application package and request all referenced to follow that format. We recommend that you mail or deliver copies of the sample affidavit to each of your former employers.

If you were self employed and operating your own company in some other area, you can provide evidence of experience by submitting the following: 1-Copies of wrecking permit, weather cards or other copy and permit applications signed by you and listing your company as the prime contractor. 2-Affidavits from clients or customers whose building you have demolished. We will not accept testimonial letters of character. Use the same format found in the sample Employment Affidavit. 3-Copies of Workman's Compensation audits submitted by your firm. 4-Prior tax records.

7. A recent passport type photograph of the applicant.